

Submitted February 11, 2015  
Approved as of  
Date February 11, 2015

**MINUTES OF THE ROCKVILLE PLANNING COMMISSION  
MEETING NO. 02-2015  
Wednesday, January 28, 2015**

The City of Rockville Planning Commission convened in regular session in the  
Mayor and Council Chambers at 7:00 p.m.  
Wednesday, January 28, 2015

**PRESENT**

Don Hadley, Chair  
Anne Goodman Charles Littlefield  
David Hill John Tyner, II  
Jack Leiderman Dion Trahan

**Present:** Marcy Waxman, Assistant City Attorney  
Andy Gunning, Assistant Director CPDS  
Jim Wasilak, Chief of Planning  
David Levy, Chief of Long Range Planning  
Ann Wallas, Planner III

**I. DISCUSSION ITEMS**

**A. Master Plan Update - Proposed Scope of Work.** David Levy, Chief of Long Range Planning, 240-314-8272.

**1. Comments from Public**

Noreen Bryan, President of the West End Citizens Association informed the Commission that a review committee (Jack Gelin, Dennis Cain, Lynn Wagman and Patricia Woodward) was formed to address the CMP. She suggested the possibility of having a citizens group formed to assist with the update. She stated that the master plan is the soul of the City and the visions, goals, objectives and details of the plan should be the product of the citizens of Rockville.

She posed some of the questions discussed by the Committee: Where should the plan begin? How should the review be conducted? Should it all be taken on at once? Who should participate? How is the information collected and processed?

Jack Gelin made comments about the Goals and Objectives of the Master Plan stating that it must be followed for it to be successful.

Dennis Cain of 502 Carr Avenue said that more time should be allowed to review this document. He also referred to the very large amount of material associated with the plan.

The Commission and staff discussed the Master Plan Update process.

The meeting recessed at 8:45 p.m. and reconvened at 8:55 p.m.

2. Planning Commission Discussion

A discussion continued concerning community outreach and engagement with the goal to engage the public and not just inform them. Also discussed was the need to reach out to renters, owners of vacant properties and non-English speaking communities within the City, other business owners, workers in the City, seniors, and others.

**II. COMMISSION ITEMS**

- A. Staff Liaison Report – Mr. Gunning provided an overview of the February meetings' agenda, stating that on February 11<sup>th</sup> the Zoning Text Amendment for historic designation and a continuation of the Master Plan will be the two items. On February 25<sup>th</sup> there will be a joint meeting with Mayor and Council on the draft Rockville Pike Plan.
- B. Old Business - Commissioners Hill and Goodman provided a draft APFS letter for the Commission's review, which was sent on February 3, 2015.

Commissioner Hill moved, seconded by Commissioner Trahan, to approve the APFS letter as a memorandum to be forwarded to Mayor and Council by the end of the week, with the additions to be contributed by Commissioners Littlefield and Hadley on the two subjects that were discussed, along with Commissioner Goodman's deletion. The motion passed 7-0.

- C. New Business
- D. Minutes
- E. FYI Correspondence

**III. ADJOURN**

There being no further business to come before the Planning Commission, the meeting adjourned at 10:13 p.m.

Respectfully Submitted,

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Sandra Y. Driver, Commission Secretary